

Shipping and Receiving Document for Equipment							
Issuing/Disposal Document Number		Type of Action: Receipt <input type="checkbox"/> Custody Receipt <input type="checkbox"/> Transfer <input type="checkbox"/> Report of Survey <input type="checkbox"/> Disposal <input type="checkbox"/> Update <input type="checkbox"/>				Receiving Document Number	
Charter Number Shipped From:						Charter Number Shipped to:	
Asset Number	Noun	Description	Make	Model	Serial Number	Source	Cost
Remarks:							
Certificate for Receipt by Unit							
I certify that the property listed hereon is CAP property, that it will be safeguarded and maintained, and be used for CAP activities only. The undersigned officer does hereby accept accountability for the above property.							
Typed Name, Grade of Supply Officer or Commander				Signature _____ Date _____			
For Issue to Individuals							
In accepting custody of the above described property, it is agreed that CIVIL AIR PATROL retains all legal title to same. It is further agreed that said property will be returned to the issuing officer or his designee on demand by the issuing officer. Any additions or improvements to said property shall become part thereof and belong to CIVIL AIR PATROL.							
ISSUED TO NAME & GRADE _____ SIGNATURE _____ DATE _____							
COMMANDER'S/DEPUTY COMMANDER'S APPROVAL _____ DATE _____							
ANNUAL VALIDATION (REVALIDATE EACH JANUARY)							
Commander's Signature			Date	Individual's Signature			Date
BLOCK BELOW MUST BE COMPLETED FOR DISPOSAL ACTION							
We certify that the property listed hereon was declared _____ . In accordance with procedures and guidance contained in CAP 67-1. We further certify that the property was (method of disposal) _____ and that \$ _____ was realized from the disposal of listed property.							
Disposal certified by _____ Date _____ WG CC _____ Date _____ LO _____ Date _____							
Submitted for LO Processing						If Required	
CAP Review for Completeness				Signature		Date	
LO Signature			Date	CAP USAF LR/LG Signature			Date
HQ CAP-USAF Signature			Date				